	Approve	ed For Release 2007/03/15	: CIA-RDP83M00914R00	02200130023-3	i odli	
TRANS	SECURITY CLASSIF					
Acknowle	edge receipt of this materia	INTERNAL PRO	INTERNAL PROCESSING ONLY			
	☐ This transmittal may be upon removal of the end☐ This transmittal may be		enclosure (s).	O NUMBER	ER	
то		FROM	CONTROL NUMBER	E.D.	C T A T	
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			16 Sep 82 REMARKS	PROCESS WEIGHT	WEIGHT	
				NAME(S)		
ITEM NO. (bundle)	COPY NUMBER/ SERIAL NUMBER	UNCLASSIFIED TITLE/DESCRIPTION (Ref: Correspondence Manual 10-2, Aug 78)		ABBREVIATED CLASS. OF ITEM	ТҮРЕ	
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FORM A12	295 REV SEP 79 (Supers		T	ICATION		

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INSTRUCTIONS

- 1. Form A1295 receipt will be prepared in duplicate by the originator of any classified correspondence. (One to be included in the first wrap and one to be retained by originator).
- 2. The classification will be stamped at the top and bottom of the transmittal portion of the form in the appropriate block. Caveats should be stamped in lower classification block above perforation. Codeword information will never appear on the transmittal.
- 3. Add a control/receipt number to the "CONTROL" Block. Complete "FROM" block.
- 4. List each separate item controlled by a separate number.

- 5. Give an unclassified description, of material in the "TITLE/DESCRIPTION" block, and state the classification of the material in the classification block.
- 6. Include originating element organization designator in the "To" block at the bottom of receipt. Also repeat assigned "Control/Receipt Number" at the bottom.
- 7. If contractor material is involved, add contract number in appropriate block. Also furnish additional copy of A1295 for L221, if controlled by L221.
- 8. Type complete address in "To" block unless addressee is listed in USSID 505. (If so, SIGAD's or short titles may be used.)
- 9. Type or print name of individual preparing form. Sign in ink in the "SIGNATURE" block.

(Additional instructions covering marking of Letters of Transmittal are provided in Chapter II, Para 35.b., Classifications Manual 123-2)

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SECURITY CLASSIFICATION

TRANS	MITTAL OF MATERI	AL					
☐ This transmittal may be downgraded to					INTERNAL PROCESSING ONLY		
ITEM NO. (bundle)	IO COPT NOMBER/ UNCLASS		IFIED TITLE/DESCRIPTION pondence Manual 10-2, Aug 78)		BREVIATED CLASS. OF ITEM	TYPE	
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